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ABSTRACT

Chapter I of the Kansas Long Range Plan consists of the introduction. Chapter II examines the context of each goal of the program, studying the needs of Kansans for library service. The goals, objectives, tasks, and evaluation are presented in Chapter III. The financial statement is given in Chapter IV. Chapter V consists of the criteria, policies, and procedures for administration of the library services and construction act funds. The appendices contain information on the population of Kansas and the library facilities in the state. (Other State Plans are: LI003985 through 003993, LI003995 through 004004, LI004027 through 004035, LI004038 through 004046, LI004089 through 004091, and LI004093 and 004094). (Author/NH)

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KANSAS STATE LIBRARY LONG-RANGE PROGRAM

as required by Public Law 91-600

(Library Services and Construction Act)

Kansas State Library
Topeka, Kansas
1972

LI 004 092

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CHAPTER I.

INTRODUCTION

The purpose of the preparing of this document is to develop, by means of the participation of the administration and staff of the Kansas State Library and large segments of the library community of Kansas, a comprehensive program for development of library service in the state of Kansas for the next five fiscal years, 1973 through 1977, in compliance with Public Law 91-600, 91st Congress, December 30, 1970, Sec. 2 (a), which states as follows:

> "Sec. 2 (a) It is the purpose of this Act to assist the States in the extension and improvement of public library services in areas of the States which are without such services or in which such services are inadequate, and with public library construction, and in the improvement of such other State library services as library services for physically handicapped, institutionalized, and disadvantaged persons, in strengthening State library administrative agencies, and in promoting interlibrary cooperation among all types of libraries."

This document will present the goals for Kansas libraries in the period, the objectives to be pursued in the achieving of these goals, the major tasks necessary to the pursuit of the objectives, and the principal means of evaluating progress toward achievement of the goals and objectives.

The advice of many people was sought and received in the preparing of this program. Since November, 1971, the writing of the program has been discussed at each monthly meeting of the Kansas State Library Advisory Commission, the governing and advisory body of the State Library.

The Kansas State Advisory Council on Libraries met to advise the State Librarian and staff in writing the plan, in January and March, 1972. This body is required by P. L. 91-600, for the purpose of advising in the pre-

paration of this long-range program, the Basic State Plan and the Annual Program for expenditures of Library Services and Construction Act funds.

The Advisory Commission and Advisory Council both made many recommendations which have been included in the document.

These two bodies include public librarians, public library board members, school and university librarians, and lay people of varying occupations and backgrounds. The members of the Kansas State Library Advisory Commission during the FY 1972 were as follows:

Chief Justice Harold R. Fatzer
Dr. Richard A. Farley
Mrs. Robert Morton
Mrs. Helen Land
Mr. Martin C. Lewis
Mr. W. R. Young
Mrs. H. F. Johnson

The members of the Kansas State Advisory Council on Libraries during the FY 1972 were as follows:

Public Librarians:	Mr. LeRoy Fox
	Mr. James Marvin
	Miss Oneita Johnson
School Librarians:	Mrs. Mona Alexander
	Mrs. Rubye Downs
Academic Librarians:	Mr. John Garralda
	Dr. Richard Farley
Special Librarians:	Mr. Earl Farley
	Mrs. Helen Porter
Institutional Librarians:	Miss Lorna Swofford
	Mr. John Hazelet
Handicapped:	Mr. Gary Marshall
	Miss Marjorie Reed
Trustees:	Mr. William Usher
	Mr. C. A. McCullough
Library Users:	Mr. Duane Evans (disadvantaged)
	Rev. Julian Johnson
	Mrs. D. C. Meuli
	Mrs. Josephine Churchill
	Dr. San Zweifel
	Rev. Leopold Hoppe
	Mr. John Ripley
	Mr. John Conard
	Mr. Robert Gadberry

The advice of many more librarians, library board members, and interested citizens was received and considered in the preparation of this docu-

ment. State Library staff members in recent years have discussed the subject of a plan or program for library service in meetings all over Kansas. Three recent documents were written on which this program is based. Each of these previous documents, compiled in the last three years, presented much thought concerning future directions for the libraries of Kansas. Each received much discussion by Kansans.

The Regional Program Officer for Library Services of the United States Office of Education met with State Library staff members on numerous occasions. He discussed the purposes of the long-range program and the federal requirements in writing both it and the annual program, and provided much guidance in the preparing of both documents.

The staff of the State Library participated with the State Librarian in writing the long-range program. The Head of the Library Development Division, the Heads of the Reference and Readers' Service Division and Blind and Physically Handicapped Division, Head of the Public Information Department and entire staff were all consulted from November, 1971, through April, 1972, in preparing the plan. The State Librarian wrote the final document.

Throughout the period of the program progress toward achieving the goals and objectives of the program will be continuously reviewed by the State Library staff, Advisory Commission, the L.S.C.A. Advisory Council, officials of the U. S. Office of Education, and other appropriate individuals and organizations. Periodic revision, updating and amendment of the program will be accomplished as required by 45 CFR Part 130.19 (a) and 130.22 (b) of the U. S. Office of Education. The program will be revised annually by the Basic State Plan and Annual Program and during each year, as recommended, by the individuals and organizations described and as a result of evaluation by specific reports and studies. Amendments to the

program will be submitted as needed to the U. S. Office of Education prior to initiating changes.

Throughout the preparation of this program much thought was given to priorities of needs and objectives. Some of the programs and tasks will be taken up before others. The guiding considerations in selecting priority programs were, first, to serve those who had the greatest needs, second, to reach those without service, and third, to reach those with very poor service. (A detailed statement of priorities and criteria to be used in making L.S.C.A. grants appears in Chapter V.) For each project or task the year will be given in which it is planned to initiate the project.

In compliance with P. L. 91-600, Sec. 6 (d) (4) the long-range program will be publicized throughout the state. In summary form the long-range program, the annual program, and evaluations of projects conducted under both programs, will appear in the Kansas Library Bulletin. The Basic State and Federal agreement has appeared in this publication, and any amendments to this and to the Annual Program will be published in the Bulletin.

All reports of evaluation will be attached as part of the Annual Report to the U. S. Office of Education.

Information pertaining to evaluation of projects and programs will be distributed in full or summary form to the State Library Advisory Commission, the L.S.C.A. Advisory Council, the Governor, appropriate legislative committees, state and local officers and agencies as may be appropriate, libraries, library boards of trustees, and library schools, and other organizations which may be deemed appropriate, by means of the Kansas Library Bulletin, as stated above, or possibly by other communication.

CHAPTER II.

THE CONTEXT OF THE PROGRAM

This chapter will examine the context of each goal of the program, studying the needs of Kansans for library service.

I. Goal I. The first goal is to provide information and materials to meet the cultural, educational, and recreational needs of the disadvantaged, the handicapped, and the institutionalized.

The disadvantaged in Kansas are defined in this program as those who are economically and educationally deprived and those who suffer other disadvantages including geographic, cultural and linguistic isolation.

A. The People

1. Agriculture and industry. Kansas' official population in 1970 was 2,249,071. Kansas is known as an agricultural state. However, the numbers of Kansans employed in manufacturing have grown from little more than ½ of those in agriculture in 1950, to almost twice those in agriculture in 1969. New library needs are arising as the population changes from a predominantly agrarian to an industrial society.

2. Location of the population. Appendix I. shows population densities of all counties. The wide variations in densities create variations in the types of outreach programs needed.

3. Urban and rural population. Appendix II. gives the urban and rural population of Kansas since 1860. In 1860 the percentage of urban population was 9.6%. This grew steadily, reaching 65.3% in 1970.

4. The economy. While Kansas' economic growth is proceeding at a slower rate than that of the nation's, technology is altering the structure and operation of many industries, including agriculture, resulting in changes in the demand for human and natural resources.

> "As with any change in the production and character of the state, this transition has created new and increased demands for public facilities and services in many areas such as education, transportation and recreation. In order to develop and initiate policies and actions to meet these needs, the activities of all governmental units operating within the state must be planned and coordinated to receive the greatest dividend of the state's resources."[1]

B. The Disadvantaged.

1. By economics. The 1970 Census indicates a family of four under the $3,944 annual income level is in the low-income group. Twelve Kansas counties have over 30% of their households with income less than $2,999 and thirty-six counties have 40% of the households with income levels under $4,999.[2]

2. By education. The average number of school years completed was higher for Kansas in 1960 than for the nation, 11.7 years to 10.6. The urban median was 12.1 years, while the rural was 10.7.[3]

3. By other disadvantages, including geographic, cultural and linguistic isolation.

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1. Planning Division, Kansas Economic Development Commission. Design for Regional Development Planning and Programming for the State of Kansas. Report No. 13. p. 1.
2. Sales Management, The Marketing Magazine. "1971 Survey of Buying Power, Section D," pp. 53-55. July 10, 1971.
3. Kansas State Department of Education. State Educational Evaluation of Kansas. Report of Project Seek. (1970), Vol. III, p. 7.

The State Library's Annual Report for FY 1971 reported as of June 30, 1971, there were 32,877 Kansans who were unserved by public libraries or systems. This means these persons were living in areas outside of cities or towns having libraries, in counties without a county library tax, or in areas not taxed for systems.

The location of the unserved by counties is as follows:

Table I.

Ellsworth	2,570
Ottawa	4,212
Chase	2,195
Doniphan	9,107
Jackson	7,279
Logan	1,487
Chautauqua	3,087
Haskell (Lockport Township)	474
Clark	1,022
Hodgeman	1,444
TOTAL	32,877

C. The Handicapped.

Public Law 91-600, Section 3 (4) defines library services for the physically handicapped to mean

> "the providing of library services, through public or other nonprofit libraries, agencies, or organizations, to physically handicapped persons (including the blind and other visually handicapped) certified by competent authority as unable to read or to use conventional printed materials as a result of physical limitations."

Statistics on the number of blind and physically handicapped in Kansas:

Number of legally blind (1967, National Society for Prevention of Blindness)	*4,250
Number of partially seeing school children (1966, National Society for Prevention of Blindness)	1,140
Number of pupils (K-12th grade) registered with the American Printing House for the Blind (1966, APH)	376
Projected estimate of number of legally blind in 1975 (based on Model Reporting Area statistics, NINDS) Rate: 125 per 100,000 population	*2,250

*No figures on number of legally blind agree. Those reported by Model Reporting Area are lower than those reported by other sources.

Number of persons having chronic conditions which confine them to their homes	15,921
% of population (1966 National Center for Health Statistics, PHYS)	0.9%

Following figures are taken from a publication of the National Institute of Neurological Diseases and Stroke, 1968

Case	Estimated Cases for Kansas (based on 0.9% of total U.S. population)
Cerebral palsy	5,400
Multiple sclerosis	2,250
Muscular dystrophy	1,800
Myasthenia gravis	270
Parkinson's disease	4,500
Reading disability	22,500 - 45,000
Spinal cord injury	540 - 900
Partially seeing	48,510
Legally blind	*3,789

D. The Institutionalized.

A comprehensive study of Kansas libraries in institutions was made in 1967. Its recommendations were:

1. Kansas should provide sizeable money appropriations for library resources in institutions, with larger institution libraries having professional librarians.
2. The State Library should allocate these funds among institutions.
3. The State Library should provide processing and cataloging.
4. Professional and staff libraries should receive high priority.
5. The institutions' professional staff should help select library materials.[4]

These recommendations have yet to be implemented. The following is a list of institutions considered here.

State Department of Social Welfare. Division of Institutional Management:

A. Larned State Hospital, Larned
B. Norton State Hospital, Norton
C. Osawatomie State Hospital, Osawatomie
D. Parsons State Hospital and Training Center, Parsons
E. Topeka State Hospital, Topeka
F. Winfield State Hospital and Training Center, Winfield
G. Girls Industrial School, Beloit
H. Kansas Children's Receiving Home, Atchison
I. Kansas Neurological Institute, Topeka
J. Southeast Kansas Tuberculosis Hospital, Chanute
K. State Industrial School for Boys, Topeka

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4. Dr. Dale C. Marcoux and Dr. Hugh V. Leach, Library Resources Survey: Kansas Institutions. (1967). pp. 11-12.

Office of the Director of Penal Institutions:
- A. Kansas Correctional - Vocational Training School, Topeka
- B. Kansas State Industrial Farm for Women, Lansing
- C. Kansas State Industrial Reformatory, Hutchinson
- D. Kansas State Penitentiary, Lansing
- E. Kansas State Reception and Diagnostic Center, Topeka
- F. Honor Camps
  1. Perry Reservoir (mobile)
  2. Toronto Reservoir
  3. Tuttle Creek Reservoir

Kansas Veterans' Commission:
- A. Kansas Soldier's Home and Mother Bickerdyke Annex, Fort Dodge

II. Goal II. To plan, extend, and expand services to children, young adults, and adults through regional library systems and local libraries.

A. Regional Systems.

In January 1969, all of Kansas' seven regional systems of cooperating libraries began operating as political subdivisions of the state. The services and levels of funding of these systems have been as vaguely defined as that of the role of local public libraries. Variances in the levels of funding between systems has caused a failure in equalizing opportunity for service by the local member libraries. In K.S.A. 75-2547 et. seq. appear state laws relating to library systems.

Three weaknesses in the present system laws weaken the financial structure of the systems and threaten their future. First, the law provides that only a maximum of ½ mill may be levied for the systems. The range in levies for the systems in 1970 was from .31 mill to .50 mill.[5]

5. "Kansas Public Library Fiscal Patterns and Alternatives" (in the files of the Kansas State Library)

Second, the law provides that any taxing district having a library tax levy of at least ¼ mill shall be excluded from systems' taxes. This means as more taxing districts levy ¼ mill library tax, the less income systems will have.

Third, provision is made that any taxing district levying at least ¼ mill for a public library may withdraw from the system if it will do no manifest harm to the system.

As a result of these weaknesses in the System law, great variations in effectiveness of performance of the systems can be seen. Certain systems have far too little financial support to be able to have adequate staffs and materials to support needed system programs.

One more deficiency in the laws for systems is apparent. There is no provision for the construction of buildings to house system centers.

A wide variation in populations served, as well as square miles covered, now exists, as the following table shows:

Table II.

System	Population	Square Miles
Central	194,358	12,244
North Central	179,648	8,013
Northeast	777,083	6,100
Northwest	46,223	8,883
South Central	602,732	11,800
Southeast	226,966	8,922
Southwest	81,649	10,639

The above figures do not include areas which are not participating in systems. Twenty counties out of Kansas' 105, with a total population of 319,932, are not in systems, in March, 1972.

B. Local Libraries

In 1968 public libraries by quantitative A.L.A. standards were short 636,439 volumes.[6] Only 20 were administered by professional librarians.[7] 199 of these operated in buildings with inadequate useable square footage[8] and only one met the nationally suggested per capita support.[9] They operated under 13 different state levy statutes. Their support came from ad valorem taxes and they had authority to levy at different levels ranging ½ to 3 mills, with larger units generally unable to levy at as high a level as smaller units.[10]

The Kansas Legislative Council Study in 1965 made this finding, among others: The great majority of Kansas libraries are small ones serving basically rural areas: 83% of the 212 libraries reporting had fewer than 20,000 volumes and 38% had fewer than 5,000 volumes.[11]

Public libraries provide few audiovisual materials for Kansans. Only ten purchased films in 1970, only 44 bought records, and the total expenditures for films and records exceeded $100 in only 29 libraries.[12]

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6. Claire Vincent, Survey of Public Library Facilities and Book Resources in Kansas. (Topeka, Kansas: Kansas State Library, 1969). p. 26.
7. Kansas Public Library Statistics, 1970. (Topeka, Kansas: Kansas State Library, 1971). pp. 36-45.
8. Vincent, op. cit. pp. 7-16.
9. "Kansas Public Library Fiscal Patterns and Alternatives" (in the files of the Kansas State Library)
10. Kansas, Statutes Annotated, K.S.A. 12-1234, 75-2551; K.S.A. 1971 Supp. 12-1215, 12-1247, 72-1623 a, 79-1947, 79-1949, 79-1951, 79-1952, 79-1953, 79-1962
11. Kansas Legislative Council. Survey of Library Services in Kansas, 1965. p. 27.
12. Kansas Public Library Statistics, 1970, loc cit. pp. 36-45

The most recent survey of Kansas public libraries shows the woefully weak collections and highly inadequate buildings of the vast majority of Kansas public libraries in 1969.[13]

III. Goal III. To strengthen library functions at the State level.

A. Two roles are assigned to the State Library by State law, in K.S.A. 75-2534 et seq.

1. To provide library service to the judicial, legislative and executive branches of the state government.

2. To provide extension services to all of the residents of the state.

B. Needs of the State Library.

1. Staff. Only two new staff members have been added to the State Library in 6 years, while responsibilities have increased. The result is a severe staff shortage.

2. Space. Over-crowding for material storage, public use areas, and staff work areas makes severe problems and limitations in service provided.

3. Government and administration. The Kansas State Library Advisory Commission, having only limited authority over the State Library, does not provide an adequate link between this institution and the governmental structure and processes of the state.

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13. Vincent, op. cit.

4. Coordination of library materials purchased by state agencies. A study of these was authorized by the State Legislature in 1970. The general conclusions and recommendations of the State Librarian in this study included the following: (1.) There was much unnecessary duplication of materials. (2.) Better organization and retrieval of materials was needed. (3.) The State Library should design a union classification system for all Kansas documents, should assist all state agencies in organizing federal documents, and should investigate the establishment of a centralized cataloging program.[14]

IV. Goal IV. To develop programs for cooperation among public and other types of libraries.

A. Needs of school libraries.

1. Of 311 unified school districts in Kansas in 1971-1972, only 23 districts had library media coordinators. Kansas has 133 districts with 5 or more attendance centers, but only 17% of these had school library media coordinators.[15]

2. Number of school libraries. In 1968, of 1,450 elementary schools in Kansas, only 698 had libraries.[16] Over 300 elementary libraries were established from 1967 to 1971.[17]

3. Materials. In FY 1971 a sampling of school libraries showed the percent of saturation for various materials

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14. 1970 Report and Recommendations of the Kansas Legislative Council, Part I. pp. 160-066.
15. Kansas School Library Media Directors. Kansas Guidelines for the Supervision of School Media Program. p. 1.
16. "Proposals for Library Development in Kansas," Kansas Library Bulletin, Vol. 40, No. 1, 1971, p. 5.
17. State Department of Education. Elementary and Secondary Education Act, Title II, Annual Report. Section 2 (p. 1)

was books 85%, filmstrips 63%, recordings and tapes 50%, slides and transparencies 23%, art prints and flat pictures 30%, and 8 mm. loop films 4%. Elementary collections appeared to need the most attention, especially in the area of high interest and low vocabulary materials of high quality.[18]

B. Needs of college and university libraries. The only evaluation of the libraries of Kansas' universities and colleges available is the "Survey of Library Space Needs of Colleges and Universities in Kansas" directed by Robert B. Downs in 1965. Kansas' institutions of higher learning made poor showings in comparison with institutions of similar character. Three tables from this study, showing these comparisons, are reproduced here as Appendices III, IV, and V.

C. Need for interlibrary cooperation. The weaknesses found in school, university, and public libraries in Kansas made more important the achieving of effective interlibrary cooperation. In K.S.A. 75-2547 et seq. the State Legislature made clear its concern for interlibrary cooperation. Public Law 91-600, already cited, includes among other purposes that of "promoting interlibrary cooperation among all types of libraries."

V. Goal V. To create a public awareness of services available to the public through libraries of all types.

Effective publicity, public relations and active communication among libraries and between libraries and patrons is essential to the success of library programs. The services of libraries

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18. Ibid.

need to be made known if they are to be used, and if governing bodies are to provide more funds. The statewide library program needs to be known by the people and by their representatives in the State and local governments.

SUMMARY

In summary, this is a partial list of the major needs and problems associated with the delivery of library services in Kansas. In order to achieve the goals of the program, these needs must be met and these problems alleviated.

1. Public libraries and systems in Kansas are suffering from lack of adequate financial support. Local library support averages $2.86 per capita, as shown in Kansas Public Library Statistics, 1970, resulting in inadequate staffs, materials, and programs. The 1971 American Library Association standard for support, for public libraries in systems of 200,000 was $8.23 per capita.
2. Insufficient support for the State Library, resulting in inadequate staff to meet present responsibilities.
3. Inadequate buildings for public libraries.
4. Severe over-crowding of the State Library.
5. A need for more cooperation among types of libraries.
6. Incomplete coverage of the state by systems, with 20 counties not participating.
7. More public awareness of the importance of public libraries, including state and local governments.
8. More involved and active public library board members.
9. Closer link to government by local public library boards and the Kansas State Library Advisory Commission.

CHAPTER III.

GOALS, OBJECTIVES, TASKS, AND EVALUATION

I. Goal I. To provide information and materials to meet the cultural, educational, and recreational needs of the disadvantaged, the handicapped, and the institutionalized.

A. The Disadvantaged

1. Objectives:

1. Provide information and materials for at least 75% of Kansas disadvantaged, as identified by the State Library, helping to meet their cultural, informational, and recreational needs, and to demonstrate library services for all of the disadvantaged. Evaluate: 1. By annual reports of systems and local libraries, assessing the effectiveness of their materials and programs, 2. By system and State Library consultants surveying libraries and projects in the field, 3. By interviews and questionnaires with target population and recipients of service to determine the numbers of the disadvantaged served and the impact and effects of projects upon the disadvantaged.

a. Tasks:

(1.) Establish a full time coordinator at the state level in FY 1973, who will generate statewide programs, organize workshops and institutes for training system and local librarians in service to the disadvantaged, do public relations activities, and con-

sult with system and local library projects in the state. Evaluate by monthly and annual reports of this staff member, participants' evaluation of workshops and institutes, questionnaires and interviews with system and local libraries.

(2.) Conduct a study to identify the numbers and locations of the disadvantaged, survey their library needs and make recommendations for library services to the disadvantaged of the state by the end of FY 1973. Evaluate by soliciting opinion on the study by librarians, social service workers and school teachers.

(3.) Make contacts with at least 12 other agencies serving the disadvantaged for the purpose of coordinating and causing mutually supported centers, providing services to them in FY 1974. Evaluate by questionnaires and consultation with cooperating agencies.

(4.) Become aware of the attitudes of librarians and and patterns of service of existing public libraries as related to the disadvantaged through the evaluation of institutes and workshops on serving disadvantaged in FY 1974. Evaluate by testing attitudes at the beginning and at the end of the study.

(5.) Plan and develop Right to Read activities, including training programs, in cooperation with the State Department of Education and local libraries by FY 1975.

(6.) Make a study during FY 1973 of the informational needs of the disadvantaged. Conducting one or two pilot projects, assess how public libraries can become truly comprehensive centers meeting all of the informational needs of the disadvantaged, including occupational, health, retirement, educational, cultural, etc. Findings will be related to how to make public libraries centers of this type for all citizens. Evaluate by monthly reports and project report by the professional librarian conducting the project, based on interviews and questionnaires for librarians and users.

(7.) Participate in regional and national workshops, institutes, and programs relating to the disadvantaged as they are available through the period. Evaluate by written and oral reports by participants.

2. Objective 2. The State Library staff will conduct a study evaluating present criteria and priorities under which proposals for grants will be made, by no later than December, 1973. Evaluate by review by State Library staff, system and local librarians, and organizations and institutions, and by study of criteria of other libraries and agencies serving the disadvantaged such as schools and welfare organizations.

A. The degree of poverty of the persons to be served by the proposed project.

B. The degree of educational disadvantage of the persons to be served by the proposed project.

C. The number of persons to be served by the project for which approval is requested.

D. The extent to which the program fully endeavors to recruit and serve a group such as:

1. Those whose income is below poverty level;
2. The functionally illiterate (below third grade level);
3. The unemployed;

4. School dropouts (less than high school graduate);
5. Those eligible for or receiving assistance from public or private agencies;
6. Migrant workers;
7. Persons whose environmental or health problems cause social or geographical isolation which renders traditional library service and facilities useless to them (this does not include the blind or physically handicapped, but does include those who suffer from drug problems, the aged, and other such groups);
8. Groups whose primary language is a language other than English.

E. The extent to which the program is developed, coordinated and functions in conjunction with other agencies, institutions, and organizations within the community which have a direct connection with and concern for the poor, the educationally deficient or those isolated because of health or environmental problems.

F. The area to be served by the proposed project will be reasonable in terms of size and number of persons to be served to the efficient operation of the project.

G. The extent to which the operational costs of the project are minimized, yet maintain a high quality of service.

H. Any project designated a Right to Read project shall indicate to what extent the project expects, within

reasonable length of time, to accomplish the basic goals of teaching reading and writing to adults, school dropouts, and other persons with educational deficiencies.

I. Whether a project with an unemployed target group is developed and administered in conjunction with a work experience, work training, or job placement program.

Approval of local programs of Library Service to the Disadvantaged will be based on these points, during an interim period until further study has been made during FY 1973.

A. The extent to which the proposed project meets the criteria outlined above.

B. Consultation from a professional librarian in the project planning, and verification by letter from the consultant.

C. Authorization of the project by the board and the administrator of the library agency.

D. Completion and agreement with the terms of the application and contract.

E. Facilities and materials will be suitable and adequate in supply and quality to ensure the success of the project.

F. Project objectives shall be in accord with the objectives and aims of the Library Services to the Disadvantaged Program, FY 1973 Annual Program of the Kansas State Library.

G. Each application submitted will include supportive data that all criteria were taken into consideration.

H. Local creativity will be encouraged. New methods of service and new uses of material in meeting the library service needs of the disadvantaged will be given favorable consideration.

I. Projects which show promise of being applicable to service in other locations of the state will also be given favorable consideration.

J. Projects will also be approved on the basis of their procedure, and provision for reporting and evaluation.

B. The Handicapped.

1. Objectives:

1. By an extended program of publicity and promotion to bring the number of active readers (users of talking books, cassettes, and large type books) to at least 9,000 by the end of Fiscal Year 1977. Evaluation by: 1. annual workshops for libraries, semi-annual workshops for subregionals, and reader questionnaires, 2. statistics of use compiled semi-annually. 3. comparison with standards in American Library Association. Standards for Library Services for the Blind and Physically Handicapped. Chicago. 1967.

a. Tasks:

(1.) Distribute catalogs, newsletters, and other information regularly to all of these readers by FY 1973. Evaluate by questionnaires for users.

(2.) Conduct workshops on the program for librarians in all systems, library trustees, social welfare workers, and public health officers in all sections of the state by FY 1974. Evaluate by questionnaires and discussions by all participants.

(3.) Prepare exhibits at fairs and meetings of professional, service, and special interest organizations, throughout the period. Evaluate by discussions and questionnaires.

(4.) Submit news releases to library publications, newspapers, and organizations' newsletters and journals, throughout the period. Evaluate by user surveys, questionnaires and interviews.

(5.) Prepare six subregional centers to produce their own newsletters, provide players, recording equipment, and print magnifiers for users, and have regularly scheduled informational meetings by FY 1974. Evaluate by periodic reports and statistics from the subregionals.

(6.) In every public library have a talking book machine and a file of catalogs and brochures. Instruct local libraries in how to provide a readers' advisory service, telephone reference, book discussions, story hours, lectures, art print and record collections, delivery and demonstration of equipment, referral for potential readers, and communications

with local service groups by FY 1974. Evaluate by questionnaires for librarians and users.

(7.) Develop programs within hospitals, nursing homes, and 24 schools by FY 1974. Evaluate by questionnaires and interviews with institutions' staffs and users.

(8.) Develop a volunteer program for recording books and reading for blind and other handicapped students and others, making this service available to 9,000 users by FY 1977. Evaluate by statistics on number of users.

3. Objective 3. To become accredited by the National Accreditation Council for Agencies Serving the Blind and Visually Handicapped by FY 1977.

C. The Institutionalized.

1. Objectives:

1. To assist several types of institutions in Kansas, including penal, correctional, and hospitals, to provide high levels of library service to at least 80% of their residents, for all institutions receiving at least 75% of their support from the State, by FY 1974. Evaluate by questionnaires and interviews with staffs of institutions and inmates using services and by comparing service with standards in American Correctional Association. Manual of Correctional Standards: Library Services. 1966, and Hospital Library Standards Committee, ALA. Standards for Library Services in Health Care Institutions. 1970.

a. Tasks: (Evaluation at end.)

(1.) Employ a full-time consultant on the staff of the State Library to assist in planning, developing, improving, coordinating and operating programs of service to institutional libraries.

(2.) Make available collections of books and other materials on indefinite loan and rotation, to 20 institutions, by FY 1973.

(3.) Provide demonstration (pilot projects) libraries for at least 2 institutional libraries in FY 1973 and more in subsequent years if accepted.

(4.) Provide interlibrary loan and reference assistance to all by FY 1973.

(5.) Study the possibility of having state supported institutions' libraries be branches of the State Library, in FY 1973, to provide more library service for residents and staffs.

(6.) Explore methods of appropriate bibliotherapy in at least 6 institutions by FY 1974.

(7.) Promote understanding by government officials and the public of the needs of the institutionalized for education, career training, and reading effectively, having at least 3 articles in the media and library publications by FY 1974.

(8.) Provide books and other materials especially in the subjects of drug abuse education, career training, reading improvement, and

recreational reading, to 20 institutions, by FY 1973.

Evaluate all of these tasks by questionnaires, interviews, and comparison with the standards cited above.

II. Goal II. To plan, extend, and expand services to children, young adults, and adults through regional library systems and local libraries.

A. Objective 1. To provide by the end of Fiscal Year 1977 service equal to standards of the American Library Association for at least 80% of all Kansans and to bring service of an improved quality, making progress toward these standards, for the remainder of the population. Evaluate the degree of attainment of the objective and the performance of the tasks listed below by:

1. Libraries and systems annual reports,
2. Periodically reviewing progress in all areas of system and local library service, utilizing State Library, system, and local library personnel, as well as library users, by discussions and questionnaires,
3. Comparing of service with standards in the following:

1. Standards Revision Committee of the American Association of State Libraries. ALA. Standards for Library Functions at the State Level. 1970.
2. Committee of the Public Library Association. ALA. Minimum Standards for Public Library Systems, 1966.
3. Subcommittee of the Public Library Association. ALA. Interim Standards for Small Public Libraries. 1967.
4. Library Administration Division. ALA. Guidelines for Audiovisual Materials and Services for Public Libraries. 1970.

a. Tasks:

(1.) Personnel development. Educational and training opportunities will be provided for professional and paraprofessional workers in public libraries, governing skills and knowledge most needed and used. The training will deal with library administration and materials and their selection, and will focus on such subjects as service to the disadvantaged, social concerns such as drug abuse, pollution of the environment, career preparation and needs of the elderly. The training will involve at least 90% of public librarians by FY 1977. Evaluation will be by questionnaires and discussion with participating librarians during and after the training period.

(2.) Buildings. Advice and consultation will be provided to all libraries desiring such assistance in planning and construction of library buildings, using criteria for administering Title II, L.S.C.A. funds throughout the period. (Criteria are listed in Chapter V of this document.) Evaluate by review by the State Library staff.

(3.) Library print materials. In personnel development workshops and in counselling by State Library staff and Systems staffs, librarians will be instructed in how to build library resources to match their communities needs, including materials for the illiterate and semiliterate and those on the subjects of the national priorities. Librarians of at least 80% of all

public libraries will be reached by FY 1977. Evaluate by library annual reports, discussions with State Library and Systems consultants, and questionnaires.

(4.) Audiovisual materials. The present state audiovisual center will be strengthened by at least doubling its resources. Films will be provided to all systems on rotation by FY 1974. Workshops in the use of audiovisual materials will be provided in all systems by FY 1974. Materials for use by the educationally disadvantaged will be emphasized, as well as those on drug abuse, environmental education, and other topics of current social concern. Quality films on these subjects will be made available to all libraries for borrowing from the audiovisual center by FY 1974, and for inclusion in the rotating collection by FY 1975. Evaluate by system and libraries' annual reports, discussions with system consultants, and questionnaires for users and librarians.

(5.) Dial-a-book and mail order catalogs. Throughout the period these will be emphasized for all Systems to be made available to at least 80% of all citizens living at least 10 miles from public libraries, by FY 1977. They will supplement libraries and will help to publicize them. Quality books, of importance and utility, will be emphasized. Evaluate by questionnaires for users, discussions, and summaries in annual reports.

(6.) Children's services. A children's specialist at the State Library by FY 1974 will help all Systems and local libraries plan acquisition of materials, work

with schools and day care centers, story hours, arts and crafts programs, and programs for the disadvantaged child and parent, reaching all public libraries through systems by FY 1977. Evaluate by discussions with children and parents, schools and other children's agencies served.

(7.) Young people. A State Library specialist by FY 1974 will counsel systems and local libraries in materials selection, and will work with schools, colleges, and other organizations in making libraries helpful for career selection, college selection and preparation and marriage preparation. The specialist will help develop information centers for subjects such as sex and family planning, community and foreign service, drug abuse, sports, hobbies, movies and theatre, and rock music, reaching all public libraries through Systems by FY 1974. Evaluate by discussions and questionnaires with young people served and unserved, and schools, colleges, and other institutions serving them.

(8.) Adult services. By FY 1974 a State Library specialist will counsel all systems and help prepare workshops in materials selection and programs to make libraries more attractive to adults. Senior citizens will receive attention for their special needs, such as employment pensions, health, and recreation. Instruction for libraries in shut-in delivery and rest home services will be provided. All public libraries will be served, through systems, by FY 1977. Evaluate by questionnaires for users, non-users, and librarians, consultations with users and organizations.

III. Goal III. To strengthen library services at the state level.

A. Objective 1. To reorganize the government and administration of the State Library.

a. Tasks:

(1.) Study the present responsibilities, legal authority, composition, and relationship to the State Government of the Kansas State Library Advisory Commission, to strengthen its legal authority to coordinate library development in Kansas, as presently defined in K.S.A. 75-2546, and to present for legislative action in the 1973 session of the Legislature. The decisions will be a part of the long-range program. Evaluate by comparing the effectiveness of the Kansas State Library Advisory Commission with standards in Standards for Library Functions at the State Level prepared by the Standards Revision Committee of the American Association of State Libraries.

(2.) Throughout the period engage in continuous study and review of the administrative organization of the State Library staff. Evaluate by comparison with the standards cited above, and by staff meetings.

(3.) Study library laws of Kansas and make recommendations on the best governmental relationships among various library agencies such as the State Library, systems, local libraries, and school libraries. Evaluation to be by all agencies, written and verbal, and the State Library Advisory Commission.

(4.) Study the organization of other bodies advising the State Library. Evaluation by these bodies and the State Library Advisory Commission.

(5.) By FY 1974, strengthen the State Library's capacity for administering the Library Services and Construction Act grants, including planning, administration and evaluation, if necessary adding additional staff to help carry out the responsibilities of these activities, and providing training for present staff members or new persons in how to provide these services. Evaluation by the State Library staff, State Library Advisory Commission, and L.S.C.A. Council.

B. Objective 2. To supply the informational and library needs of all agencies of the State Government, by FY 1977. In cooperation with the Legislative Research Council continue the study of how to coordinate and improve library services to State agencies begun under authorization of the 1970 Legislative Session. Evaluate by statistics of use and users, questionnaires and discussions with State Government agencies and personnel, by the State Library staff, comparing the State Library performance with standards in Standards for Library Functions at the State Level.

a. Tasks:

(1.) Make available by FY 1977, 325,000 books, 1,000 periodicals, 35,000 pamphlets, and 7,000 serials to meet the informational needs of state agencies, Governor, and members of the Legislature.

(2.) Provide helpful aids to government personnel such as a monthly newsletter with bibliographies by FY 1973, other specialized annotated bibliographies as requested, and research offering new materials by subject interest.

(3.) Study the coordination of library functions at the State level by FY 1975, including the possibilities of centralized purchasing and cataloging, and the feasibility of a union catalog of materials in agencies. Included will be a study to determine the practicality and desirability of converting some agency libraries to State Library branches.

(4.) Maintain records of use which will provide data on users and non-users, by FY 1973.

(5.) Study the non-user and develop a plan of outreach, to add to the long range program, by FY 1974.

(6.) Communicate with users in order to be more responsive to their needs, by FY 1974.

(7.) Prepare a union list of serials received by all State agencies, by FY 1974. Evaluate all of these tasks by questionnaires and discussions with library users, individuals and agencies, by the State Library staff, and comparison with standards in Standards for Library Functions at the State Level.

IV. Goal IV. Develop programs for cooperation among libraries and types of libraries.

A. Objective 1. To expand and extend programs of cooperation among 309 public libraries, 22 libraries of institutions of higher learning, 18 community colleges, 620 public school districts 16 area vocational educational schools, all state agency libraries which will be identified, one Presidential library, 31 (approx.) special libraries, and 48 county law libraries. To plan and administer programs for cooperative delivery of services to 2,249,071 citizens in cooperation with seven public library systems during Fiscal Year 1973-1977. Evaluate by statistics on use and users, questionnaires and discussions with libraries and comparison with standards for public, school, college and university, and special libraries.

a. Tasks:

(1.) Create in FY 1973 a new State Council for Interlibrary Cooperation, to be comprised of representatives of public, school, junior college, college, university, and special libraries. This Council will plan, with the State Librarian, programs to improve interlibrary cooperation, and will review Title III grant projects. Evaluation by Council and State Librarian.

(2.) Enlist the cooperation of the Kansas Association of School Librarians and appropriate members of the State Department of Education staff, for developing during FY 1973 a plan for effective coordination with the Elementary and Secondary Education Act, Title II, and L.S.C.A. Evaluation by all participants.

(3.) Continue to seek the assistance of the Regional Program Officer of the Regional Office of Education, with advice from time to time on coordination of interlibrary programs. Evaluation by this officer in written reports at regular intervals on all phases of interlibrary cooperation affecting the long-range and annual programs.

(4.) Interlibrary loan network. Provide access to books which are not available in local libraries, thereby broadening the range of all subjects and titles which will be accessible to the people of this state. Involve college, university, school, and special libraries with public libraries, to bring maximum benefits to the most people. Increase from 4,784, the monthly number of interlibrary loan requests received by systems in March 1972, to at least 6,500 monthly by June 30, 1977. Increase the number of these filled from 2,312 to 3,500. Increase the monthly number of requests on the state network from 2,526 in March, 1972, to 5,500 monthly by June 30, 1977. Evaluate by regularly scheduled reports, statistics, and questionnaires from libraries served, possibly including individual users' questionnaires.

(5.) Expand by the end of FY 1974 the statewide reference and information network centered at the State Library to serve all types of libraries, to handle at least 10 reference questions daily. Evaluate by statistics on use and users, questionnaires and conversations with libraries and users.

(6.) Provide interlibrary loan materials and reference information by involving centers outside Kansas, to increase the percent of filling of interlibrary loan requests on the statewide network from 65% in spring, 1972, to at least 85% by FY 1975. Study during FY 1973 creation of a center for Kansas, Nebraska, Iowa and Missouri, and use of the Rocky Mountain Bibliographic Center in Denver. Discussions will be held in FY 1973 concerning how L.S.C.A. funds in Kansas may be used to contribute to the Kansas City, Missouri, Public Library as a regional resource center for interlibrary loan and reference service to Kansans. If agreements are reached and new programs achieved, they will be included in long-range and annual programs. Evaluate by discussion and reports for all concerned and statistics of use.

(7.) Increase reciprocal use of library borrowers' cards from within seven systems to enable at least 80% of all Kansans to have statewide reciprocal use in all public libraries, by FY 1974, and to study how to enable reciprocal use of all types of libraries by FY 1975. Evaluate by statistics showing numbers of persons using libraries outside of own library's service area, and reports from libraries.

(8.) Study how to make one or more central purchasing and processing centers for all public libraries and other kinds of libraries in Kansas by FY 1975, and to establish dialog with the Library of Congress by FY 1975 for the purpose of encouraging that agency to become the na-

tional center for cataloging and processing for all states by the end of FY 1977. Evaluate by a study of other centers, comparing with present performance and costs resulting from having libraries do their own purchasing and processing.

(9.) During the five-year period of the program to cause the creation of union catalogs in all systems based on the needs in the systems, to continue to cause the sharing of bibliographic materials on the state interlibrary loan network with the State Library, to study the need for expanding this type of activity, and make recommendations by FY 1977 to add to the five-year program. Study the advisability of creating a statewide union catalog of books by FY 1974. Study the revising and updating of the present state union list of serials, in FY 1973. Evaluate by questionnaires, statistics of use, and reports from systems, comparing use with costs. Analyze performance of system union catalogs as used to facilitiate the state interlibrary loan network.

(10.) Help to establish in at least 75% of the 309 communities having public libraries, by FY 1974, a council or committee composed of representatives from the governing bodies of each type of library plus the librarian, to plan and adopt policies for cooperatively meeting the needs of the community. Evaluate by reports from all libraries, discussions by public librarians in system meetings, and conversations between system consultants and local librarians.

(11.) The State Library will expand its collection of 200,000 government documents to include annually all depository items of the U. S. government in microform and will investigate in FY 1973 the acquisition of microprint non-depository items and will explore with the U. S. Superintendent of Documents the improvement of the quality of microprint. Evaluate by statistics of use. It will be a statewide Regional depository, by FY 1974.

(12.) L.S.C.A. Title III grants will be administered for maximum benefit of libraries of all types. Criteria for making grants appear in Chapter V. Evaluate by questionnaires and reports of libraries receiving grants, and review by the Regional Program Officer.

V. Goal V. Create a public awareness of services available to meet the needs of 2,249,071 Kansans through libraries of all types, with priority for the economically and educationally disadvantaged citizens of the state.

A. Objective 1. To increase the use of libraries and the number of registered borrowers, by at least 50%, during the period of the program. Evaluate by statistical reports from all libraries covering use and users.

B. Objective 2. To help publicize local, system, and State Library activities and programs, as well as Federal L.S.C.A. grants and projects and national educational priorities by placing varied types of printed publicity in all libraries, by FY 1977, educating the public in all communities concerning the goals, ideals, and activities of all libraries in Kansas. Evaluate by statistics of use and users and user surveys.

C. Objective 3. By skillful use of questionnaires and surveys to acquire from library users and non-users in at least 75% of all communities, by FY 1974, information concerning priority needs, and to continue this process during the period. Evaluate by study of responses and comparison of library use at beginning of the project with use after attempting to meet needs reported.

D. Objective 4. To publicize the needs of citizens not presently being met by libraries, through the goals and objectives of this program, increasing the awareness of these needs by all of the people, including the library community, thereby helping to double financial support of public libraries by FY 1974. (In Chapter IV a discussion of the recommended means of doubling statewide public library financial support will be provided.)

a. Tasks for all objectives:

(1.) Continue to publish the State Library's quarterly, the Kansas Library Bulletin, placing it in all libraries, publicizing with feature articles all types of libraries, for all librarians, board members, and key governing bodies and citizens. Evaluate by reader surveys.

(2.) Continue to publish the Kansas Library Newsletter, the State Library's monthly newsletter, providing more current news, with a statewide library calendar, for a similar audience. Evaluate by reader surveys.

(3.) Provide news releases for all media, including 100% of all newspapers, radio and TV stations, by FY 1974, to place important library news before all citizens of Kansas.

(4.) Coordinate news releases and publicity for all systems, making better awareness of system activities and sharing achievements of each system with all other systems for improvement and standardization by FY 1977. Evaluate by user surveys as to awareness of system services.

(5.) Provide public relations training for librarians through the State Library's Personnel Development Program, stressing publicity on priority programs such as service to the disadvantaged, reaching all system staffs and, largely through them, at least 90% of local public libraries by FY 1974. Evaluate by questionnaires on the effectiveness of the training, given to all recipients.

(6.) Prepare brochures and pamphlets on the needs and activities of Kansas libraries and the State Library, sending to all public libraries and many other types of libraries, by FY 1974. Evaluate by reports from librarians on effectiveness.

(7.) Compile clipping files of at least 90% of all statewide library publicity, by FY 1974.

(8.) Prepare exhibits on libraries to be used for conferences, fairs, and in libraries and other organizations, by FY 1974. Evaluate by audience reaction.

(9.) Prepare posters, bookmarks, slides, and videotapes to promote programs of statewide interest, to distribute or at least make available to all libraries, by FY 1974. Evaluate by recipients' and librarians' reactions.

(10.) Create a speakers bureau to publicize libraries and their financial needs, FY 1973.

(11.) Seek radio and TV time for spot announcements on commercial stations and a regular program on two Public Broadcasting Stations by FY 1975.

(12.) Conduct at least one model project on learning the needs of both users and non-users, in FY 1974. Evaluate by questionnaires and reports, giving librarians' and users' reactions to effectiveness.

(13.) In compliance with U. S. Office of Education Regulation 45 CFR Part 130.19 (a), 130.22 (b) and PL 91-600 Sec. 6 (d) (4) the Kansas Library Bulletin, and other media outlets will be used to publicize L.S.C.A. projects and their evaluation. Evaluate with other tasks.

CHAPTER IV

FINANCIAL STATEMENT

The State Library Advisory Commission, staff, and members of the library community all over Kansas during 1972 have been engaged in a campaign to enlist support throughout the state for a new program of financial assistance for local public libraries and systems, and approximate doubling of State Library funding, all by the State Legislature.

The Legislature has provided that a study of this program will be prepared for its use by December 1, 1972, by the State Legislative Research Council.

The program provides for doubling of total public library support in Kansas by 1974. It also provides for the transfer of funding of systems from local tax support to state funding.

In the preparing of this long-range program the assumption was made that the new state support would be achieved by the beginning of FY 1974. Progress toward this program will be seriously retarded if these funds are not received by FY 1974.

The financial requests of the program are as follows:

Direct support to all local public libraries, and for System Centers where there are no local libraries, $1.00 per capita for all Kansans. System Centers to extend service to all without local libraries. Local libraries to spend funds in plans designed annually by the local library board and approved by the System Board	= $ 2,265,946
Direct support at 50¢ per capita to all Systems, paid to System Centers, for services for all of each System, to be spent under plans designed by the System Board and approved by the State Library Commission	= 1,132,973
Equalization aid, to be paid to all local libraries where ½ mill of assessed property evaluation does not equal $1.31 per capita, and to be paid to all System Centers where there are no local libraries	= 343,546

$10 per square mile to be paid to all System Board for areas served, i.e. for all areas of Kansas	=	822,460
Direct support up to $25,000 annually, to five city libraries, and to maximum of seven colleges and university libraries, as approved annually by the State Library for materials for interlibrary loan and reference service, requiring certain levels of lending to other libraries	=	$ 300,000
Direct support of the State Audiovisual Center providing films and film services for public libraries	=	100,000
Direct support of the State Library	=	700,000
TOTAL STATE SUPPORT	=	$ 5,665,925

This program was developed by means of discussions by the State Librarian with many organizations and individuals. Among these were the State Library staff and Advisory Commission, the L.S.C.A. Council, Council of System Trustees, System Administrators, System Boards, and councils, and individual library boards and friends of library groups.

The financial program will continue to be evaluated by the State Library staff and Advisory Commission, and these other bodies.

PROPOSED LEVELS OF FUNDING OF LIBRARY SERVICES,

FY 1973 to FY 1977

	F.Y. 1973			F.Y. 1974		
	Federal	State	Local	Federal	State	Local
Goal I	$358,728	$ 41,031	--	$370,476	$ 380,992	15%
Goal II	31,157	53,125	--	34,000	4,564,934	75
Goal III	54,813	50,174		40,000	400,000	--
Goal IV	181,130	--	--	180,000	300,000	5
Goal V	12,648	7,999	--	14,000	20,000	5
TOTAL	$638,476	$152,329	$6,429,482*	$638,476	$5,665,926	$5,497,360*

	F.Y. 1975			F.Y. 1976		
	Federal	State	Local	Federal	State	Local
Goal I	$360,476	370,992	15%	350,476	370,992	15
Goal II	34,000	4,559,934	75	34,000	4,559,934	75
Goal III	40,000	400,000	--	40,000	400,000	--
Goal IV	190,000	300,000	5	190,000	300,000	5
Goal V	14,000	25,000	5	14,000	25,000	5
TOTAL	$638,476	$5,665,926	$5,497,360	$638,476	$5,665,926	$5,497,360

	F.Y. 1976		
	Federal	State	Local
Goal I	$350,476	370,992	15%
Goal II	34,000	4,559,934	75
Goal III	40,000	400,000	
Goal IV	190,000	300,000	5
Goal V	14,000	25,000	5
TOTAL	$638,476	$5,665,925	$5,497,360

*The total support shown under the heading of local support for FY 1973 includes system funds.

In succeeding fiscal years, system funds have been included under the heading of state support to reflect proposed changes in the method of financing library service.

CHAPTER V.

CRITERIA, POLICIES, AND PROCEDURES FOR ADMINISTRATION OF THE LIBRARY SERVICES AND CONSTRUCTION ACT FUNDS

The following are the criteria, policies, and procedures to be used by the Kansas State Library Advisory Commission and the Kansas State Librarian in administering Title I, Title II, and Title III of the Library Services and Construction Act.

Definitions:

"Public library" means a library that serves free of charge, all residents of a community, district, or region without discrimination, and is established under the authority of the public library laws of the State of Kansas, K.S.A. 12-1220 K.S.A. 12-1231, K.S.A. 1971 Supp. 12-1236, and K.S.A. 72-1623 and receives no less than 75% of its financial support from public revenues.

"Regional system of cooperating libraries" is a group of libraries designated as a system by the State Library Advisory Commission and operating in compliance with State laws K.S.A. 75-2547 et seq., and regulations of the State Library Advisory Commission.

"State Library" is the agency provided by laws of the State of Kansas, 75-2534 et seq., to provide library services to the State government and extension services to all of the residents of the State.

"State Librarian" is the chief administrative officer of the State Library, as defined in K.S.A. 75-2535 et seq.

"State Library Advisory Commission" is those persons appointed by the governor to advise the State Librarian as provided under the laws of Kansas, K.S.A. 75-2546.

"Governing body" means the local public library board or other local public agency which exercises control, under the authority of the laws of the State of Kansas, over the operation and management of the public library.

"Public library services" means library services which are provided by or on behalf of a public library, free of charge. The term does not include those library services that are properly the responsibility of the schools.

"Professional librarian" means a person who has a master's degree or a fifth year degree in library science from a library school accredited by the American Library Association.

"Interlibrary cooperation" for the purpose of Title III means the establishment, expansion and operation of local, regional, and interstate cooperative library networks which will provide for the systematic and effective coordination of the resources of school, public, academic and special libraries, and information centers for improved supplementary services for the special clientele served by each type of library or center. Such networks may be designed to serve a community, metropolitan area, or region within a state, or may serve a statewide or multistate area and shall consist of two or more types of libraries.

"Fiscal year" means a period beginning on July 1 and ending on the following June 30.

A. Title I Funds

1. Criteria to be used in determining priorities for the granting of Title I funds (pursuant to 45 CFR Part 130.4):

a. For service to disadvantaged persons residing in urban or rural areas with high concentration of low-income families, with priority to the most disadvantaged;

b. For service to persons residing in areas of Kansas which are without public library services or in which such services are inadequate;

c. For service to persons who are educationally disadvantaged, with priority to the most disadvantaged;

d. For service to physically handicapped persons, including the blind and visually handicapped;

e. For service to inmates, patients or residents of penal institutions, reformatories, residential training schools, orphanages, residential schools for handicapped persons, and other general or specific institutions or hospitals operated or receiving at least 75% of support from the State;

f. For State library development;

g. For continuing education for library personnel;

h. For statewide audiovisual service;

i. For public information programs informing the general public about library services and encouraging and promoting their use.

2. Criteria to be used for evaluating applications for projects to serve the disadvantaged. These are listed on pages 20 - 23 of this document.

3. Criteria to be used in designating urban and rural areas as having high concentrations of low-income families for the purpose of determining the economically disadvantaged and the degree of disadvantagement (pursuant to 45 CFR, Part 130.18):

a. Model Cities Neighborhoods as designated by Housing and Urban Development. In Kansas this includes sections of Wichita and Kansas City.

b. Counties with more than 40% of their households with less than $5,000 annual cash income, as reported in The Marketing Magazine, July 10, 1971. These counties are Allen, Anderson, Bourbon, Brown, Chase, Chautauqua, Cherokee, Coffey, Comanche, Crawford, Doniphan, Elk, Franklin, Greenwood, Jackson, Jefferson, Jewell, Labette, Lincoln, Linn, Marshall, Morris, Nemaha, Neosho, Norton, Osage, Osborne, Ottawa, Phillips, Pottawatomie, Republic, Smith, Wabaunsee, Washington, Wilson, and Woodson. This information is revised and published annually.

c. Counties with 60 or more persons per 1,000 receiving public assistance, as of May, 1970, as reported in "Stat Facts," Kansas State Department of Social Welfare, Division of Research and Statistics. These counties are Bourbon, Cherokee, Labette, Linn, Montgomery, Sedgwick, Woodson, and Wyandotte. This information is updated at irregular intervals.

4. Criteria, in regard to types of library agencies, to be applied to applications for grants under Title I to determine eligibility:

a. Applications must meet at least one of the following definitions and be the type required by the project for which application is made:

1. Public library, as per the definition given herein.

2. Regional systems of cooperating libraries, as per the definition given herein.
3. State Library, as per the definition given herein.
4. Other libraries which provide free service to public library patrons.

5. In addition to the foregoing criteria for selecting priorities in making grants under Title I, other priorities under the plan will include, but need not be limited to, the following:
   a. Programs for the establishment of cooperative service to serve the entire state or a major portion thereof.
   b. Programs for the establishment of larger units of service and which can adequately be continued with local, regional, or state funds.
   c. Programs which are designed to meet nationally recognized standards for public library service, listed in the following section.
   d. Programs which exhibit a high degree of local or regional initiative and support which would be of benefit through knowledge gained or service performed to a large number of public libraries or regional systems of cooperating libraries to meet the needs of special groups with special needs and/or of general, broad advantage for a large number of persons.
   e. Projects coordinated, developed or administered by the State Library which are useful to citizens statewide or necessary to the administration of the state plan.
   f. Project coordinated or developed by one or more regional systems of cooperating libraries serving: (1)

the entire state or a major portion thereof, or (2) a minimum population of 100,000.

g. Projects coordinated or developed by one or more public libraries to provide public library service on behalf of the State Library or one or more regional systems of cooperating libraries.

h. Projects coordinated or developed by one or more non-public library agencies to provide public library service on behalf of the State Library or one or more regional systems of cooperating libraries.

Definition: Non-public library agencies are other types of libraries, school, special, college, etc.

i. Projects administered by one public library agency for a special or innovative purpose which would serve to improve techniques or methods of library services to meet specialized needs of a large number of public libraries or regional systems of cooperating libraries.

6. Criteria to be used for determining the adequacy of public library service will be the following (pursuant to 45 CFR, Part 130.17):

a. Committee of the Public Library Association. ALA. Minimum Standards for Public Library Systems. 1967.

b. Subcommittee of the Public Library Association. ALA. Interim Standards for Small Public Libraries. 1967.

c. Wheeler & Goldhor. Practical Administration of Public Libraries. 1962.

d. Standards Revision Committee of the American Association of State Libraries. ALA. Standards for Library Functions at the State Level. 1970.

e. Library Administration Division. ALA. Guidelines for Audiovisual Materials and Services for Public Libraries. 1970.

f. Library Administration Division. ALA. Standards for Library Services for the Blind and Visually Handicapped. 1967.

g. National Accreditation Council for Agencies Serving the Blind and Visually Handicapped. The Comstac Report. Standards for Strengthened Services. 1966. Part Three: The Standards, S-2, Library Services p. 191-218.

h. American Standard Specifications for Making Buildings and Facilities Accessable to and Usable by the Physically Handicapped, as approved by the United States of America Standards Institute.

i. Hospital Library Standards Committee. ALA. Standards for Library Services in Health Care Institutions. 1970.

j. American Correctional Association. Manual of Correctional Standards: Library Services. 1966.

k. U. S. Department of Health, Education and Welfare, Children's Bureau. Institutions Serving Delinquent Children.

l. American Library Association. Standards for School Media Programs. 1969.

B. 1. Procedures to be used in the administering of Library Services and Construction Act Title I funds:

a. The State Library will assist in the development of projects when appropriate.

b. Applications for funds under the state annual program will be written and will indicate long range and short term goals and/or objectives, evidence of relationship(s) to existing programs, evidence of relationship to the state long-range program, evidence of plans for continued support from other than federal funds when the project terminates under the state annual program, evidence that service(s) will be free to the public, subject to reasonable rules or regulations.

c. The State Library Advisory Commission will have opportunity to review applications for funds under the state annual program.

d. The State Library will approve all applications for which funds are to be granted under the state annual program.

e. The State Library will require statistical or narrative progress reports on all projects under the state annual program as is deemed appropriate by the State Librarian.

f. The State Library shall require an annual report and evaluation on all projects under the state annual program and any other information necessary for reporting to federal or state authorities.

g. The State Library will require the repayment of any funds received under the state annual program which are lost or diverted to purposes other than those approved by the State Librarian.

h. All projects under the state annual program will be audited by a certified public or licensed municipal accountant.

i. The State Librarian or his representative will visit and inspect all projects under the state annual program for the purpose of assuring that the project is in conformance with the approved application(s) as is deemed necessary by the state agency.

j. Agencies participating in the state annual program will submit regular fiscal reports as required by the State Librarian.

k. Any funds granted under the state annual program to an agency other than the state agency will be granted under contract(s) with the State Librarian.

B. Title II Funds

1. Criteria, priorities and procedures to be used in awarding and administering Title II funds (pursuant to 45 CFR Part 130.5):

A. Criteria to be applied to applications for grants under Title II to determine eligibility shall be as follows:

1. The existing public library facility must be inadequate as defined by Interim Standards for Small Public Libraries, Subcommittee of the Public Library Association, ALA, 1962; or by Minimum Standards for Public Library Systems, 1966, Committees of the Public Library Association, ALA, 1967; or by Practical Administration of Public Libraries, Joseph L. Wheeler and Herbert Goldhor, 1962.

2. The proposed public library facility must be adequate as defined by Interim Standards for Small Public Libraries, Subcommittee of the Public Library Association, ALA, 1962 or by Minimum Standards for Public Library Systems, 1966, or by Practical Administration of Public Libraries, Joseph L. Wheeler and Herbert Goldhor, 1962.

3. The program to be offered from the proposed public library facility must be planned to reach Interim Standards for Small Public Libraries, Subcommittee of the Public Library Association, ALA, 1962; or Minimum Standards for Public Library Systems, 1966, Committees of the Public Library Association, ALA. 1967; or Practical Administration of Public Libraries, Joseph L. Wheeler and Herbert Goldhor, 1962.

4. The proposed public library facility must be designed, constructed, or altered to permit easy access by the physically handicapped in accordance with minimum standards contained in the American Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by, the Physically Handicapped, approved by the American Standards Association, Inc. (subsequently changed to United States of America Standards Institute), 1961, and to implement Public Law 90-840 (42 U.S.C. 4151 et seq), and K.S.A. 1971 Supp. 58-1301 et seq.

5. The proposed public library facility must be located and planned to have a potential for service to an area which is larger than the present service area or to an area which is part of a regional system of cooperating libraries.

6. The governing body of the proposed public library facility must have plans for the extension of services to areas outside their present tax supported area or to an area which is part of a regional system of cooperating libraries.

7. Professional librarians must function as the administrative and technical staff of the proposed public library facility, or there must be available to the governing body, the services of such librarians for consultant services.

8. The site of the proposed public library facility must be free from the hazards of floods, and, as far as practicable, avoid the uneconomic, hazardous, or unnecessary use of flood plains, in accordance with the provisions of Executive Order No. 11296 (33 U.S.C. 701 note), and such rules and regulations which may be issued to carry out those provisions.

9. The proposed public library facility must be undertaken in an economic manner and must not be elaborate or extravagant in design or materials.

10. A proposed public library facility that will be attached to another facility or constructed as a part of another facility (such as, attached to the city hall or included within a civic center complex) must be treated as a separate unit in terms of services, space, and costs. The library portion of such facility must have its own direct outside entrance. All documents, including the application for a Title II grant and construction contracts, must clearly indicate the costs of that portion of the facility to be used for public library purposes. No local matching funds or Title II funds may be expended for any portions of the facility except to construct and equip thepublic library portion.

11. The governing body of the proposed public library facility must have available, at the time of application, local matching funds in an amount not less than that required by the Act for the State of Kansas.

12. The governing body of the proposed public library facility must have or will acquire a fee simple title or such other estate or interest in the site, including access thereto, as is sufficient to assure undisturbed use and possession of the facilities for not less than the expected useful life of the facilities.

13. The governing body of the proposed public library facility must retain title to the facilities upon completion of the construction.

14. The governing body of the proposed public library facility must comply with whatever procedures which may be established to implement section 102 (2) (c) of the National Environmental Policy Act of 1969, Public Law 91-190 (42 U.S.C. 4332 (2) (c) et seq); Executive Order No. 11507, Prevention, Control, and Abatement of Air and Water Pollution at Federal Facilities (42 U.S.C. 4331 note); and Executive Order No. 11514, Protection and Enhancement of Environmental Quality (42 U.S.C. 4321 note).

15. The governing body of the proposed public library facility must comply with the provisions of the National Historic Preservation Act, Public Law 89-665 (16 U.S.C. 470 et seq); regarding the protection of sites and buildings that are of significant importance to American history, and such rules and regulations which may be issued to carry out those provisions.

16. The governing body of the proposed public library facility must comply with the provisions of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, Public Law 91-646 (42 U.S.C. 4626 et seq) regarding relocation payments and assistance to persons and businesses displaced as a result of the construction project, and the rules and regulations as required by 45 CFR, Part 15.

17. The governing body of the proposed public library facility must comply with the provisions of Section 204 of the Demonstration Cities and Metropolitan Development Act of 1966, Public Law 89-754 (42 U.S.C. 3301 et seq) and Title IV of the Intergovernmental Cooperation Act of 1968, Public Law 90-577 (42 U.S.C. 4201 et seq), and such rules and regulations which may be issued to carry out those provisions.

18. The governing body of the proposed public library facility must sign an Assurance of Compliance with the Civil Rights Act of 1964, HEW Form 441, or a reaffirmation statement with such Act.

B. Priorities to be assigned to eligible applicants to determine those that may receive grants shall be as follows:

1. Those communities which have local matching funds on hand and which are located in urban or rural areas with high concentrations of low-income families, as set forth in the Basic State Plan.

2. Those communities which have local matching funds on hand and which are located in areas of the state which are without public library services or in which such services are inadequate as determined by Interim Standards for Small Public Libraries, Subcommittee of the Public Library Association, ALA, 1962; or by Minimum Standards for Public Library Systems, 1966, Committees of the Public Library Association, ALA, 1967; or by Practical Administration of Public Libraries, Joseph L. Wheeler and Herbert Goldhor, 1962.

3. The State Library agency.

4. Those communities which have local matching funds on hand and which serve as the designated administrative center of a regional system of cooperating libraries.

5. Those communities which have local matching funds on hand and which serve as a participating unit in a regional system of cooperating libraries and which receive services from a center within such system.

6. Those communities which have local matching funds on hand and which have a public library.

C. In addition to the priorities mentioned in "B" above, the following special priorities shall be considered:

1. Applications submitted in substantially approvable form in previous fiscal years, but having been denied due to lack of sufficient Title II funds, may be given first priority.

2. Construction of a new public library facility shall have priority over the acquisition, expansion, remodeling, or alteration of an existing building.

3. The expansion of an existing public library facility shall have priority over the acquisition, remodeling, or alteration of an existing building.

4. The acquisition, remodeling, or alteration of an existing building shall be considered only if the criteria as set forth in Section A are met.

D. The procedures for the administration of Title II funds shall be as follows:

1. Announcement of the availability of Title II funds shall be made by the State Library to all public library agencies or other public agencies by publication of a notice in the Kansas Library Bulletin, The Kansas Government Journal, and by the mailing of such notice to all known public library agencies in the state.

2. Application forms shall be prepared and mailed by the State Library to all public library agencies or other public agencies requesting same and filing a "Notification of Intent to Apply for Federal Assistance" with the State Library, as required by Bureau of the Budget Circular A-95.

3. A deadline for the return of application forms shall be set by the State Library.

4. A written building program shall be submitted with the application form.

5. Any other attachments which the State Library may require shall accompany the application form.

6. Determination of priorities shall be based on criteria and information contained in application forms, and on the judgement of the State Library Advisory Commission.

7. Application forms shall be reviewed by the State Librarian and the State Library Advisory Commission; final approval of all projects shall be made by the State Librarian.

8. Title II funds shall be reassigned to other eligible applicants or projects if the approved projects fail to materialize.

9. Title II funds reallocated from other states, if same become available to Kansas, shall be accepted and used for other eligible applicants or projects.

10. Title II funds shall act only to supplement local funds, and shall not act to replace local funds or to reduce the amount of local funds which would be produced as the result of the sale of bonds.

11. An opportunity for a fair hearing before the State Library Advisory Commission and the State Librarian shall be communicated by the State Library to the governing body of each agency whose application for Title II funds has been denied. Such communication shall be in writing and shall be mailed by the State Library no later than five (5) days following the day on which the decision was reached. All requests for fair hearings shall be made in writing by the local governing body to the State Librarian within ten (10) days following notification of the decision made on the application.

12. The State Library assures that every local governing body whose application for Title II funds under the Basic State Plan and the long-range programs has been denied shall be given an opportunity for a fair hearing before the State Library Advisory Commission and the State Librarian.

13. The governing body of the proposed public library facility shall engage the services of a registered architect.

14. An existing facility to be acquired, expanded, remodeled, or altered shall be examined by a registered architect or structural engineer to determine its structural soundness. A written report indicating the results of such examination shall accompany the application form.

15. A public library facility to be attached to another facility or constructed as a part of another facility shall be treated as a separate unit in terms of services, space, and costs. The library portion of such facility shall have its own direct outside entrance. All documents, including the application and construction, equipment, and furniture contracts shall clearly indicate the costs of that portion of the facility to be used for public library purposes. No local matching funds or Title II funds shall be expended for any portions of the facility except to construct and equip the public library portion.

16. Construction contracts shall be entered into within twelve (12) months following the date of the State Librarian's final approval of the project.

17. Final plans and specifications including notice and instructions to bidders, proposal forms, and bid documents for construction work and the procurement of equipment and furniture, shall be submitted to the State Library for final approval before such are placed on the market for bidding.

18. Local and state fire and safety codes (in situations where local and state codes do not apply, recognized codes shall be observed), and the minimum standards contained in the American Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by, the Physically Handicapped, shall be met. The State Library shall, with the advice of the Office of the State Architect, review plans and specifications for construction regarding conformance to the above. Final approval of plans and specifications shall be withheld until such conformances are met.

19. Before plans and specifications for construction are placed on the market for bidding, the State Librarian shall review bid documents for the inclusion of the following:

    (a) wage rates for all laborers and mechanics as determined by the Secretary of Labor in accordance with the Davis-Bacon Act, as amended, Public Law 88-349 (40 U.S.C. 276a-5), and 29 CFR, Parts 1 and 5;

    (b) the provisions of the Contract Work Hours and Safety Standards Act, Public Law 87-581, as amended by Public Law 91-54 (40 U.S.C. 327-333), and 29 CFR, Parts 5 and 1926 regarding overtime compensation and health and safety in building trades and the construction industry;

    (c) the provisions of the Copeland Act (18 U.S.C. 874) and 29 CFR, Part 3, regarding antikickback, weekly payroll records, and payroll deductions; and the contract clauses required by 29 CFR, Sec. 5.5 (a) and (c);

(d) equal employment opportunity clauses prescribed by Section 203 of Executive Order No. 11246 (42 U.S.C. 2000e note), as amended by Executive Order No. 11375 (42 U.S.C. 2000e note), the requirements of Section 301 of Executive Order No. 11246, and the regulations as required by 41 CFR, Chapter 60;

(e) Certification of Nonsegregated Facilities as required by 41 CFR, Chapter 60, Sec. 60-1.8 (b);

(f) noncollusion affidavit;

(g) final approval of plans and specifications shall be withheld until all of the above are met.

20. The State Library assures that all laborers and mechanics employed by contractors or subcontractors on all construction projects assisted under the Act shall be paid wages at rates not less than those prevailing on similar construction in the locality, as determined by the Secretary of Labor in accordance with the Davis-Bacon Act, as amended, and shall receive overtime compensation in accordance with and subject to the provisions of the Contract Work Hours and Safety Standard Act; all laborers and mechanics employed by contractors or subcontractors and all applicants for employment shall not be discriminated against because of race, color, national origin, creed, or sex, in accordance with Executive Order No. 11246 as amended by Executive Order No. 11375.

21. Adequate methods of obtaining open competitive bidding shall be employed prior to the awarding of all construction, equipment, and furniture contracts.

22. Copies of all advertisements for bids for construction, equipment, and furniture shall be sent to the State Library. A proof of publication statement shall accompany such advertisements.

23. Copies of all bid tabulations for construction, equipment and furniture shall be sent to the State Library.

24. All construction, equipment, and furniture contracts shall be awarded to the lowest qualified bidder on the basis of open competitive bidding except that, if one or more items are specified in Eligible Costs are covered by an established alternative procedure consistent with state and local laws and regulations, which is approved by the State Library as designed to assure construction in an economical manner consistent with sound business practice, such alternative procedure may be followed.

25. Bids received for construction work and the procurement of equipment and furniture may be rejected by the governing body, with the approval of the State Library, for the following reasons:

    a. If all bids received exceed the estimated costs approved in this Application by more than 10%;

    b. If none of the bids received meet the specifications and plans;

    c. If none of the bidders can meet the bond and insurance requirements as specified;

    d. If none of the bidders are qualified;

    e. If none of the bidders agree to comply with the various Federal and state laws and regulations regarding Labor Standards and equal employment opportunities.

Justification for the above mentioned reasons for rejection of bids shall be presented in writing to the State Library by the governing body and approved by the State Library prior to the rejection of bids.

26. The low bid received for construction work and the procurement of equipment and furniture may be rejected by the governing body, with the approval of the State Library, for the following reasons:

    a. If the low bid received does not meet the specifications and plans;

    b. If the low bidder cannot meet the bond and insurance requirements as specified;

    c. If the low bidder is not qualified;

    d. If the low bidder does not agree to comply with the various Federal and state laws and regulations regarding Labor Standards and equal employment opportunities.

Justification for the above mentioned reasons for rejection of the low bid shall be presented in writing to the State Library by governing body and approved by the State Library prior to the rejection of the low bid.

27. Contracts for construction work and the procurement of equipment and furniture which exceed the estimated costs of the approved project by more than 10% shall not be entered into without prior approval by the State Library.

28. The governing body shall be committed to carry out the provisions of the approved project in the event that the lowest responsible bid(s) for construction work and the procurement of equipment and furniture exceed the estimated costs in any amount not more than 10%.

29. In the event that successful bids for construction and/or procurement of equipment and furniture are below the estimated costs, LSCA Title II funds over and above the costs of construction and equipping the facility as originally planned shall revert to the State Library; except, that where approved alternate plans for additional construction, equipment, and/or furniture are submitted to the State Library within thirty (30) days from the date of acceptance of the lowest responsible bids, and if such alternate plans are approved by the State Library.

30. Copies of the official minutes of the governing body, which state the accepted bids for construction, equipment, and furniture, shall be sent to the State Library.

31. Construction, equipment, and furniture work shall be performed or purchased by lump sum, fixed price, contract.

32. Contracts for construction, equipment, and furniture shall be reviewed and approved by the State Library before such contracts are signed by the successful bidders and the owner (governing body).

33. All addenda shall be reviewed and approved by the State Library before such are issued to bidders.

34. All change orders shall be reviewed and approved by the State Library before such are signed by the contractor and the owner (governing body).

35. The sites of all projects receiving Title II funds shall display a sign stating that LSCA Title II funds are being used for such construction, and the amount of such funds.

36. When specifications of any project receiving Title II funds include a plaque in the completed facility indicating the date of completion and the source of funds, the amount of LSCA Title II funds shall be noted on the plaque.

37. All projects receiving Title II funds shall display, in a prominent place in the completed facility, the "International Symbol of Access for the Handicapped."

38. Architectural or engineering supervision and inspection shall be provided at the construction site to insure that completed work conforms to the approved plans and specifications.

39. Representatives of the State Library and/or the Federal Government shall have access at all reasonable times, for the purpose of inspection, to all construction work being performed, and the contractor shall be required to facilitate such access and inspection.

40. The governing body undertaking the construction project shall furnish progress reports and such other information relating to the project as the State Library may require.

41. Separate financial records for local matching funds and separate financial records for Title II funds shall be maintained by the governing body.

42. The governing body of the proposed public library facility shall agree to submit, on forms provided by the State Library, monthly reports of receipts and expenditures of local matching funds and Title II funds during the life of the project.

43. All projects receiving Title II funds shall be audited by a certified public or licensed municipal accountant before the final 10% of the Title II funds are paid to the governing body. Such audit shall include receipts, expenditures, and accounts payable for local matching funds and Title II funds. Three (3) copies of such audit shall be submitted by the governing body to the State Library for approval.

44. Payments of Title II funds to the governing body shall be as follows:

    (a) For projects in which the Federal share is less than $15,000; 90% of the total grant at the time of groundbreaking or initial construction; 10% of the total grant at the time the final audit of funds is approved by the State Library.

    (b) For projects in which the Federal share is $15,000 or more: 30% of the total grant at the time of groundbreaking or initial construction; 30% of the total grant at the time construction is certified 50% completed by the project architect; 30% of the total grant at the time construction is certified 100% completed by the project architect; 10% of the total grant at the time the final audit of funds is approved by the State Library.

45. Whenever public library facilities, land, or items of equipment and furniture, in which cost the Federal Government has participated, are no longer used for a purpose permitted under the Act, or are sold and the proceeds from such sale are not used for such a propose, the governing body shall credit the Federal Government with its proportionate share of the value of such facilities, land, or equipment and furniture at the time of such diversion or sale, the value being determined on the basis of the sale price in the case of a bona fide sale, or on the fair market value in the case of discontinuance of use or diversion from other than public library purposes.

46. The governing body of all projects receiving Title II grants shall maintain inventories of the public library facilities, land, and items of equipment and furniture costing more than $200 per unit. Such in-

ventories shall be maintained at least until depreciation of such facilities, land, and equipment and furniture results in a fair market value of less than $200 per unit, or until their disposition in accordance with No. 33 above. Copies of such inventories shall be sent to the State Library.

47. The governing body of all projects receiving Title II grants shall retain all records required by the Federal Government and the State Library for three (3) years after the close of the fiscal year in which the grant was made; or, if a Federal audit has not occurred within three (3) years, (a) for five (5) years after the close of the fiscal year in which the grant was made, or (b) until the State Library is notifed of the completion of the Federal audit, whichever is earlier.

48. The governing body of all projects receiving Title II grants shall maintain the records involved in any claim or expenditure which has been questioned by the Federal audit until necessary adjustments have been made and the adjustments have been approved by the U. S. Commissioner of Education.

49. The Federal Government's interest in any facility assisted with Title II funds shall continue indefinitely, until the facility is no longer adequate for the services provided or until the facility is no longer used exclusively for public library purposes.

50. The governing body of the proposed public library facility shall agree to expend all Title II funds received solely for the purposes set forth in the application form, and shall further agree to repay to the State Library, all Title II funds lost or diverted to purposes other than those set forth in the application form.

51. The governing body of the proposed public library facility shall agree to submit any other documents, reports, or information which may be required by the Federal Government or the State Library.

52. In the event that the governing body of the proposed public library facility refuses to accept the general supervision of the administration of the project by the State Library, the State Library shall, after giving notice in writing to the governing body, withdraw its support of the project. In addition, the governing body shall agree to repay to the State Library, all Title II funds invested in the facility, if such refusal should occur.

B. Eligible Costs

The following costs attributable to a public library construction project funded by Title II are eligible if incurred after the date of project approval or after such other date as is indicated in subparagraphs (c) and (e) below:

(a) Erection of new buildings to be used for public library facilities;

(b) Expansion, remodeling, and alteration (as distinguished from maintenance, and repair) of existing buildings to be used for public library purposes;

(c) Expenses (other than interest and the carrying charges on bonds) related to the acquisition of land on which there is to be construction of new buildings or expansion of existing buildings which are incurred within three fiscal years preceding the fiscal year in which the project was approved by the State Library, if such expenses constitute an actual cost or transfer of public funds in accordance with the usual procedures generally applicable to all State and local agencies and institutions;

(d) Site grading and improvement of loan on which such facilities are located;

(e) Architectural, engineering, and inspection expenses incurred subsequent to site selection;

(f) Expenses (other than interest and the carrying charges on bonds) related to the acquisition of an existing building to be used for public library facilities, if such expenses constitute an actual cost or transfer of public funds in accordance with the usual procedures generally applicable to all State and local agencies and institutions;

(g) Expenses related to the acquisition and installation of initial equipment to be located in a public library facility provided by a construction project, including all necessary building fixtures and utilities, office furniture, and public library equipment, such as library shelving and filing equipment, card catalog cabinets, circulation desks, reading tables, and study carrels, booklifts, elevators, and information retrieval devices (but not books or other library materials).

C. Title III Funds

1. Criteria and priorities to be used in awarding and administering Title III funds (pursuant to 45 CFR Part 130.6):

   a. The project will benefit library users in more than one type of library;

   b. The services will be free to all users;

   c. That participating libraries will improve service in an effort to achieve established standards;

   d. That participating libraries or agencies will sign cooperative agreements or contracts;

   e. Projects coordinated or developed by the State Library in cooperation with one or more state libraries of other states;

   f. Projects coordinated or developed by two or more regional systems of cooperating libraries which include cooperation with other types of libraries or agencies;

   g. Projects coordinated or developed by the State Library and other state or federal agencies in cooperation with regional systems of cooperating libraries;

   h. Projects coordinated or developed by one regional system of cooperating libraries in cooperation with other types of libraries or agencies;

   i. Projects concerning one or more types of libraries whereby libraries within each type have previously evolved programs of cooperation;

j. Projects coordinated or developed by qualified professional personnel sponsored by the State Library or any library or agency participating in the program.

2. Procedures to be used in administering Title III funds:

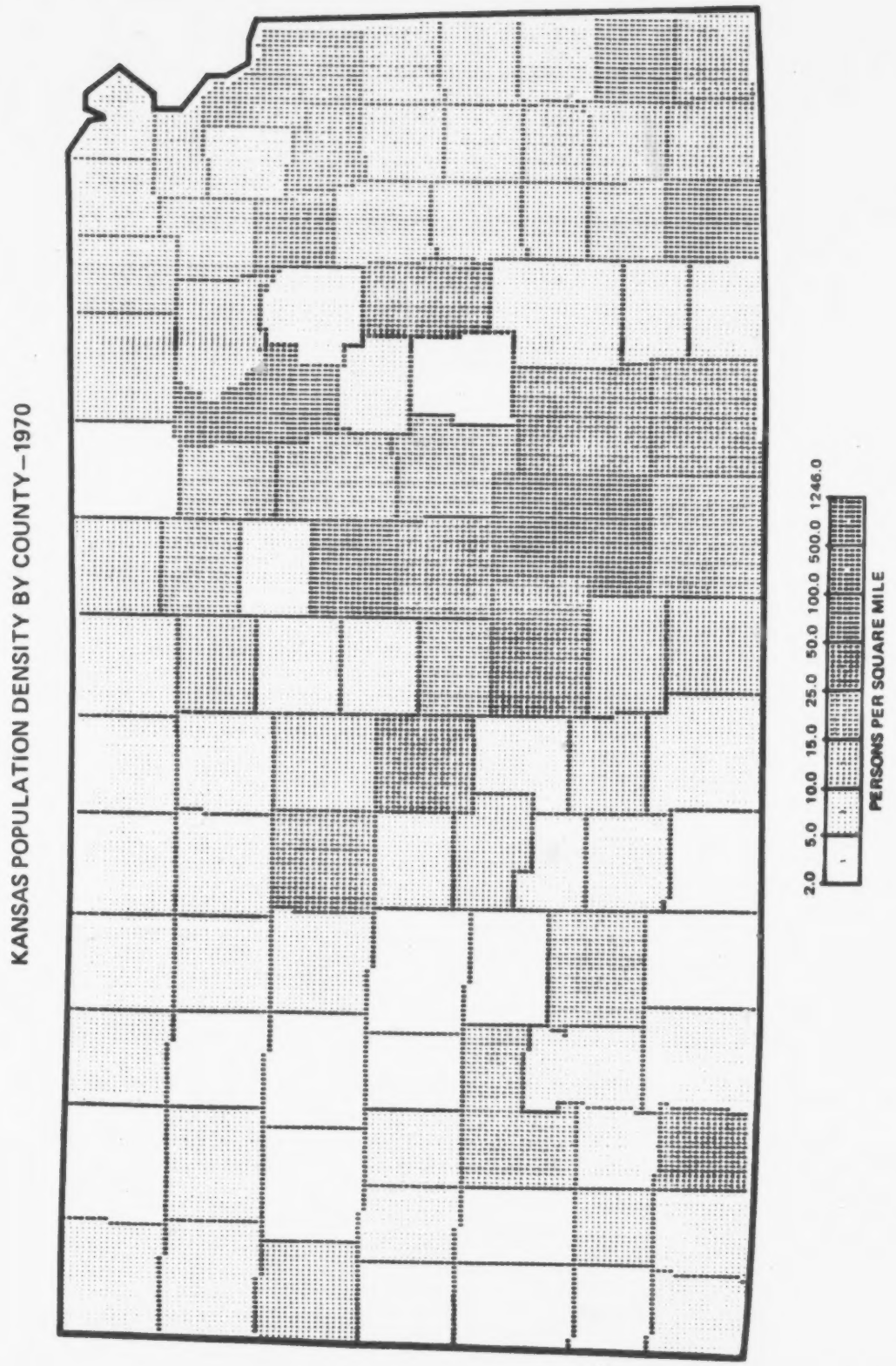
a. The State Librarian, with the advice of a Council for Interlibrary Cooperation, to be created in FY 1973, shall develop and coordinate planning for library service for all types of libraries in the state under the program. The Council shall include representatives of public, school, college, university, and special libraries.

b. The State Librarian, with the advice of the new Council for Interlibrary Cooperation, shall adopt appropriate standards for the purpose of evaluating programs conducted under the Title III grants.

c. All libraries in the state (school, public, academic, and special libraries) are eligible to participate in programs conducted under the plan provided that they extend free service to other libraries, subject to reasonable library rules as approved by the State Librarian. The State Librarian gives assurance that every appropriate local or other public or private agency in the state will be accorded opportunity to participate under the program, unless the practices of such agencies are in violation of the Civil Rights Act of 1964.

d. All procedures to be used to administer L.S.C.A. Title I funds, listed on pages 51-53, will be used also in administering Title III funds.

APPENDIX I.


KANSAS POPULATION DENSITY BY COUNTY—1970
2.0 5.0 10.0 15.0 25.0 50.0 100.0 500.0 1246.0
PERSONS PER SQUARE MILE

APPENDIX II.

URBAN AND RURAL POPULATION OF KANSAS-CENSUS YEARS

1860-1970

Year	Population		Population	
	Urban	Rural	Urban	Rural
1860	10,045	97,161	9.4	90.6
1870	51,870	312,529	14.2	85.8
1880	104,956	891,140	10.5	89.5
1890	269,539	1,158,569	18.9	81.1
1900	329,696	1,140,799	22.4	77.6
1910	492,312	1,198,637	29.1	70.9
1920	617,964	1,151,293	34.9	65.1
1930	729,834	1,151,165	38.8	61.2
1940	753,941	1,047,087	41.9	58.1
1950	993,220	912,079	52.1	47.9
1960	1,328,741	849,870	61.0	39.0
1970	1,469,446	779,625	65.3	34.7

APPENDIX III.

SPACE FOR READERS

	Number Library Study Spaces	% Students Seated in Library	Sq. Ft. Required for 25% Students, 10% Faculty	Deficiency or Surplus Sq. Ft.
State Colleges and Universities:				
University of Kansas	2,020	16.4	101,870	44,225
Kansas State University	845	7.4	82,530	61,530
Kansas State Teachers College	400	7.7	40,770	24,886
Fort Hays State College	369	10.0	29,130	25,218
Kansas State College, Pittsburg	600	13.5	23,000	11,125
Wichita State University	1,034	15.0	52,335	17,335
Municipal University:				
Washburn University	370	12.5	23,220	10,342
Private Colleges and Universities:				
Baker University	233	38.3	4,965	+1,386
Bethany College	100	24.0	3,457	341
Bethel College	163	33.0	4,020	+2,639
College of Emporia	144	18.2	6,325	3,813
Friends University	128	25.0	4,155	1,741
Kansas Wesleyan University	134	21.0	4,920	3,216
Marymount College	96	20.4	3,990	601
McPherson College	130	20.9	4,875	846
Mt. St. Scholastica College	300	60.0	4,020	+8,670
Ottawa University	248	31.0	6,375	1,194
Sacred Heart College	99	28.0	2,310	---
St. Benedict's College	125	14.0	7,110	5,454
St. Mary College	129	22.0	4,620	1,051
St. Mary of Plains College	68	12.4	4,350	2,838
Southwestern College	128	22.0	4,777	1,332
Sterling College	161	30.1	4,275	1,462
Tabor College	143	43.0	4,680	640

	Number Library Study Spaces	% Students Seated in Library	Sq. Ft. Required for 25% Students, 10% Faculty	Deficiency or Surplus Sq. Ft.
Public Junior Colleges:				
Allen County Comm. Jr. Coll.	50	6.0	2,670	1,725
Arkansas City Comm. Jr. Coll.	48	8.4	4,425	3,696
Butler County Comm. Jr. Coll.	85	18.8	3,530	1,730
Coffeyville Comm. Jr. Coll.	50	10.0	5,700	4,500
Dodge City Comm. Jr. Coll.	78	14.7	4,195	2,295
Ft. Scott Comm. Jr. Coll.	80	25.0	2,375	862
Garden City Comm. Jr. Coll.	64	19.0	2,670	322
Highland Comm. Jr. Coll.	38	12.5	2,040	840
Hutchinson Comm. Jr. Coll.	120	10.0	9,353	6,353
Independence Comm. Jr. Coll.	175	35.0	3,780	1,060
Kansas City, Ks. Comm. Jr. Coll.	84	10.0	6,495	4,843
Labette Comm. Jr. Coll.	90	27.0	2,490	1,079
Neosho County Comm. Jr. Coll.	36	14.0	2,007	1,651
Pratt Comm. Jr. Coll.	55	15.0	2,895	2,265
Two Year Colleges:				
Central	63	42.0	1,215	277
Donnelly Coll.	125	21.4	4,530	926
Hesston College	90	30.3	2,332	504
Miltonvale Wesleyan Coll.	48	28.9	1,403	731
St. John's Coll.	160	48.0	2,790	+2,806
TOTALS	9,706		498,974	239,348 (net)

APPENDIX IV.

SPACE FOR BOOKS

	Volumes in Library June 30, 1962	Number Volumes Uncataloged Books	Av. No. Volumes Added 1959-1964	Maximum Shelving Capacity in Vols.
State Colleges and Universities:				
University of Kansas	1,069,157	41,000	49,810	1,125,000
Kansas State University	351,909	49,082	24,967	541,608
Kansas State Teachers College	205,753	60,000	10,466	251,184
Fort Hays State College	143,637	58,176	15,141	114,000
Kansas State College, Pittsburg	229,567	13,542	19,164	255,000
Wichita State University	208,523	7,182	12,156	313,218
Municipal University:				
Washburn University	105,225	960	5,198	151,962
Private Colleges and Universities:				
Baker University	50,000	17,664	1,800	47,136
Bethany College	33,000	30,414	1,346	48,876
Bethel College	35,000	6,900	1,054	41,142
College of Emporia	44,704	6,930	1,682	22,416
Friends University	36,590	4,500	1,290	41,040
Kansas Wesleyan University	42,504	7,428	2,839	54,516
Marymount College	39,275	1,872	1,617	33,108
McPherson College	29,111	9,642	1,823	36,482
Mt. St. Scholastica College	47,420	300	1,911	192,960
Ottawa University	46,350	456	2,652	74,718
Sacred Heart College	30,350	2,964	1,689	19,884
St. Benedict's College	122,802	29,148	4,606	86,592
St. Mary College	82,921	3,132	3,222	76,854
St. Mary of Plains College	24,108	330	2,352	20,160
Southwestern College	47,410	2,862	3,477	38,240
Sterling College	46,829	2,622	2,364	75,000
Tabor College	27,240	5,670	2,244	19,374

	Volumes in Library June 30, 1962	Number Volumes Uncataloged Books	Av. No. Volumes Added 1959-1964	Maximum Shelving Capacity in Vols.
Public Junior Colleges:				
Allen Co. Comm. Jr. Coll.	4,843	180	196	5,184
Arkansas City Comm. Jr. Coll.	9,645	1,242	1,007	5,742
Butler County Comm. Jr. Coll.	9,787	4,674	444	6,345
Coffeyville Comm. Jr. Coll.	7,870	582	750	12,000
Dodge City Comm. Jr. Coll.	9,052	2,562	396	11,898
Ft. Scott Comm. Jr. Coll.	10,563	2,406	480	12,540
Garden City Comm. Jr. Coll.	5,387	1,992	505	6,180
Highland Comm. Jr. Coll.	9,701	2,178	1,028	9,150
Hutchinson Comm. Jr. Coll.	14,855	2,700	1,120	10,762
Independence Comm. Jr. Coll.	9,003	1,632	705	14,196
Kansas City, Ks. Comm. Jr. Coll.	9,325	1,200	525	6,894
Labette Comm. Jr. Coll.	4,962	1,326	482	10,248
Neosho County Comm. Jr. Coll.	7,753	1,188	350	11,652
Pratt Comm. Jr. Coll.	6,064	240	655	5,544
Two Year Colleges:				
Central Coll.	10,148	1,800	345	10,656
Donnelly Coll.	9,400	72	573	20,000
Hesston Coll.	14,570	2,436	680	12,516
Miltonvale Wesleyan Coll.	8,880	138	528	6,950
St. John's Coll.	28,036	1,638	1,474	54,936
TOTALS	3,289,139	392,962	187,113	3,913,863

APPENDIX V.

Institution	Enrollment	Number Volumes	Standard	Deficiency
State Colleges and Universities:				
Kansas State Teachers College	5,216	205,753	280,000	74,000
Fort Hays State College	3,684	143,637	200,000	56,000
Kansas State College, Pittsburg	4,449	229,567	240,000	10,000
Wichita State University	6,648	208,523	350,000	140,000
Municipal University:				
Washburn University	2,955	105,225	170,000	65,000
Private Colleges and Universities:				
Baker University	760	50,000	57,500	7,500
Bethany College	520	33,000	50,000	17,000
Bethel College	492	35,000	50,000	15,000
College of Emporia	791	44,704	60,000	15,000
Friends University	504	36,590	50,000	13,000
Kansas Wesleyan University	619	42,504	50,000	7,500
Marymount College	471	39,275	50,000	11,000
McPherson College	621	29,111	50,000	21,000
Mt. St. Scholastica Coll.	496	47,420	50,000	2,500
Ottawa University	812	46,350	60,000	14,000
Sacred Heart College	278	30,350	50,000	20,000
St. Benedict's College	882	122,802	65,000	None
St. Mary College	550	82,921	50,000	None
St. Mary of Plains College	550	24,018	50,000	26,000
Southwestern College	592	47,410	50,000	2,500
Sterling College	534	46,829	50,000	3,000

Institution	Enrollment	Number Volumes	Standard	Deficiency
Public Junior Colleges:				
Allen County Comm. Jr. Coll.	335	4,843	20,000	15,000
Arkansas City Comm. Jr. Coll.	570	9,645	20,000	10,000
Butler County Comm. Jr. Coll.	451	9,787	20,000	10,000
Coffeyville Comm. Jr. Coll.	520	7,870	20,000	12,000
Dodge City Comm. Jr. Coll.	516	9,052	20,000	11,000
Ft. Scott Comm. Jr. Coll.	306	10,563	20,000	9,500
Garden City Comm. Jr. Coll.	336	5,387	20,000	15,000
Highland Comm. Jr. Coll.	271	9,701	20,000	10,000
Hutchinson Comm. Jr. Coll.	1,193	14,855	22,000	7,000
Independence Comm. Jr. Coll.	483	9,003	20,000	11,000
Kansas City, Ks. Comm. Jr. Coll.	835	9,325	20,000	11,000
Labette Comm. Jr. Coll.	317	4,962	20,000	15,000
Neosho County Comm. Jr. Coll.	252	7,753	20,000	12,000
Pratt Comm. Jr. Coll.	349	6,064	20,000	14,000
Two Year Colleges:				
Central College	150	10,148	20,000	10,000
Donnelly College	607	9,400	20,000	10,600
Hesston Coll.	297	14,570	20,000	5,500
Miltonvale Wesleyan Coll.	172	8,880	20,000	11,000
St. John's Coll.	330	28,036	20,000	None
TOTALS	41,057	1,868,073	2,514,500	742,600